

**YAKAMA NATION HUMAN RESOURCES DEPARTMENT
JOB ANNOUNCEMENT**



Announcement # 2014-127 **Issue Date:** 07-17-14 **Closing Date:** 07-31-14

Director
Office of Legal Counsel
Hourly Wage: TBD DOQ/Full-Time/Regular

The Director of the Office of Legal Counsel will serve as the lead counsel to the Yakama Nation Tribal Council, the Yakama Nation government as a whole, including all departments and programs, and the Yakama Nation enterprises. As lead legal counsel the Director is required to provide legal advice and counseling to the Tribal Council whenever needed and without delay. The Director may also serve as lead counsel in litigation before federal, state and tribal courts, and provide other legal representation, counseling and advice in various areas of law as needed.

Knowledge, Skills and Abilities:

- Knowledge of budgetary practices with skill in fiscal management.
- Ability to manage a staff of eight or more employees.
- Thorough knowledge on Indian law, including federal and state statutes, regulations, and case law.
- Knowledge and experience in varied areas of legal practice, such as environmental law, employment law, contracts, tax law, civil procedure, and others.
- Excellent ability to communicate verbally and in written form.
- Ability to research, formulate, and present legal issues, ideas and arguments.
- Knowledge of computers and software, including word processing programs and Westlaw.

Necessary Special Requirements:

- A minimum of ten years of legal practice experience, with a minimum of six years practice in the field of Indian law, preferably through work with an Indian Tribe. Indian heritage is preferred.
- Sufficient experience in a management/supervisory position.
- Strong litigation skills, with significant experience in federal courts.
- A thorough and sound understanding of federal Indian law.
- Admission to the Washington State Bar Association.
- Juris Doctor from an accredited school of law.
- Resume, written sample and at least three references required.
- Ability to pass a pre-employment drug and alcohol test.
- Must have or be able to obtain a Valid Washington State Driver's License and be able to obtain a Yakama Nation Driver's permit through the Yakama Nation Tribal Insurance Office.

“TO APPLY for the Director Position within the Yakama Nation Office of Legal Counsel, interested applicants should submit an updated Resume, Cover letter, 5-7 page written sample, Transcripts, applicable State Bar Number, and listing of References. Interested applicants must submit above listed materials, including Yakama Nation Human Resources Job Application, to the Yakama Nation ATTN: Human Resources with a courtesy electronic copy sent to jobs@yakamanation-olc.org”